

Project Name	Ashe County Shell Building Site Design Package	Client:	Adam Stumb, County Manager 150 Government Circle, Suite 2500 Jefferson, NC 28640
WR Project #	24-0165		
Amendment #	05		
Date of Request	02/06/2026		

Contract Change (Check all that apply):

- Scope Change   
 Schedule Change   
 Fee Change   
 Other (Describe):

**SCOPE CHANGE DESCRIPTION:**

**Task 4.4 Construction Administration (Hourly)**

The active construction timeframe begins with the installation of erosion control. WithersRavenel estimates the active construction timeframe to be seven (7) months starting with erosion control installation through the completion of the supporting infrastructure.

The project will be developed in one (1) Phase and includes the construction of a residential subdivision. The supporting infrastructure for the development will include ingress and egress through the property on public roadways, access to municipal water and sewer, and installation of storm drainage infrastructure to capture stormwater runoff that will ultimately be treated in an estimated one (1) stormwater control measures (SCM).

WithersRavenel will perform the following Construction Administration services as part of this task:

- ▶ Review shop drawings (estimated six (6) hours);
- ▶ Request for Information (RFI) response (estimated ten (10) hours total);

**4.5 Construction Observation (Hourly)**

WithersRavenel will perform the following Construction Observation Services as part of this task:

Periodic general observation (estimated 3 site visits) and documentation concerning the construction of the Project's utility infrastructure which includes Water, Utility Services and SCMs.

Observation includes monitoring the operations of the contractor during construction activities for general compliance with the approved plans and Town of West Jefferson standards. Field Reports of activities observed while on site shall include;

- Photographs of project site and work performed;
- Identify and document progress of work;
- Identify and document non-conformance observed during site visit;
- Prepare field reports of activities observed while on site;

At the end of the construction phases, conversion of the SCM's will occur upon stabilization and authorization of the Town of West Jefferson that the project area is stabilized sufficiently to convert to the final design. The timeframe for this is variable based upon stabilization.

The following is a list of critical items that WithersRavenel staff need to observe during construction activities to meet minimum requirements to certify the installation of utility construction or SCM construction as required by the Water, Sanitary Sewer, utility extension permits and approved plans as applicable to this project:

- Periodic Water system pipe and fittings, services & fire hydrant installation (initial tap installation and observation approximately every 1000' of water line) / testing (including pressure testing and bacteriological sampling procedures);
- Utility crossing installations (including restraint installation-initial installation, stream/wetland crossings, and sanitary sewer crossing installations in particular);
- Tapping sleeve/connections to existing utilities;
- SCM Riser, anti-floatation, cradles, anti-seep collars, clay liner, outfalls, SCM layers of construction and/or plantings;
- Receipt of copies of water sampling results as applicable from the Owner or their contractors;
- Review construction for general compliance with the current Town of West Jefferson standard specifications and general compliance with the intent of the plans and specifications.

If the estimated schedule is accelerated or delayed, the overall fee could be adjusted accordingly.

Because WithersRavenel will not contract directly with Geotechnical firms and any contractor performing the work, we are not responsible for the direction of work. The intent of on-site observation is to become generally familiar with the progress and quality of the portion of the Work completed, and to determine, in general, if the Work is being performed generally in accordance with the general construction standards and specifications, contract documents. WithersRavenel shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the Work and shall not have control over or charge of, nor be responsible for, the construction means, methods, techniques, sequences, or procedures, or for safety precautions and programs in connection with the Work, since these are solely the Contractor's rights and responsibilities under the Contract Documents. Based on the site visits, WithersRavenel shall keep the Owner reasonably informed about the progress of the associated Work completed, and it shall be the Owner's responsibility to make decisions on work progress, changes, and costs. Also, it shall be the Client's responsibility to engage the contractor and schedule to repair any work that needs remediation as identified by the government agencies inspection reports or notices of violations or as identified on WithersRavenel reports.

WithersRavenel is also not responsible for posting bonds and financial guarantees or payment of fees and other items related to design and permitting. WithersRavenel is not responsible for fines levied against the Owner for failure to complete corrective actions.

**FEE CHANGE DESCRIPTION**

The fee relative to the New Task associated with ongoing engineering related efforts will change as noted in the following table:

**Amendment Task(s):**

Task #	Task Name	Type (New or Revised)	Fee Type (Lump Sum or Hourly)	Fee
4.4	Construction Administration	New	Hourly	\$7,500.00
4.5	Construction Observation	New	Hourly	\$4,500.00
<b>Total Amendment Amount</b>				<b>\$12,000.00</b>

All terms and conditions of the original contract are retained in conjunction with this Amendment and are incorporated by reference.



<b>Value of Contract Prior to this Amendment</b>	<b>\$130,500.00</b>
<b>Amendment Value</b>	<b>\$12,000.00</b>
<b>New Total Contract Value</b>	<b>\$142,500.00</b>

**OTHER CHANGE DESCRIPTION (if applicable)**

N/A (unless specified)

Approval:

Kyle Freehart, PE, Director of Mixed  
Use

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Printed Name & Title  
(WithersRavenel)

*Kyle Freehart*

February 06, 2026

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Signature / Date  
(WithersRavenel)

Adam Stumb, County Manager

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Client Printed Name & Title  
(Ashe County)

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Client Signature / Date  
(Ashe County)